



**REGULAR MEETING AGENDA**  
125 E. College Street, Covina, California  
Council Chamber of City Hall  
**Tuesday, February 1, 2022**

**IMPORTANT NOTICE**

*This meeting is being conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

*Members of the public may view the meeting live on the City's website at [www.covinaca.gov](http://www.covinaca.gov) or on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.*

**Public Comments:** *During the meeting, there will be an opportunity for the public to speak. Public testimony is limited to five (5) minutes per speaker, unless, for good cause, the Mayor/Chairperson amends the time limit; a speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed.*

**In Person:** *To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.*

**Remotely via Zoom:** *Access the meeting remotely via Zoom with one of the following devices:*

*Computer or Smart Device:*

<https://us02web.zoom.us/j/89728151694?pwd=TnVpVW85QzI5dTVMQmp3VStpaXlhUT09>

*Telephone:*

*Dial: +1 669 900 6833*

*Meeting ID: 897 2815 1694*

*Passcode: 175810*

1. *To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab.*

*Note:*

*Computer / Smart Device Users: The “raise hand” feature is in the reactions tab.*

*Telephone Users: Press star-nine (\*9) on your phone to raise your hand.*

2. *Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); speaker must be present when called to speak.*
3. *Please state your first and last name and city of residence at the beginning of your remarks for the record.*
4. *The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.*

*Meeting Assistance Information: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at [cityclerk@covinaca.gov](mailto:cityclerk@covinaca.gov) or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—CLOSED SESSION  
6:30 PM – WILL NOT BE HELD**

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—OPEN SESSION  
7:30 PM**

**CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: Walter Allen, III, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Patricia Cortez, and Mayor/Chair Jorge A. Marquez

**PLEDGE OF ALLEGIANCE**

Led by Councilmember Linares

**INVOCATION**

Given by Covina Police Chaplain David Truax

## **PRESENTATIONS - NONE.**

## **PUBLIC COMMENTS**

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## **COUNCIL/AGENCY/AUTHORITY COMMENTS**

*Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.*

## **CITY MANAGER COMMENTS**

## **CONSENT CALENDAR**

*All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.*

### **CC 1. Minutes**

#### **Staff Recommendation:**

Approve the Minutes of the January 18, 2022, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

2022 01 18 Minutes CC DRAFT

### **CC 2. Payment of Demands**

#### **Staff Recommendation:**

Approve Payment of Demands in the amount of \$3,467,209.91.

Agenda Report - Payment of Demands DEC 31 2021 - JAN 13 2022 - Pdf

### **CC 3. Adoption of Resolutions CC 2022-06 and 2022-07 Relating to the Annexation of Territory to Community Facilities District No. 2007-1, Declaring Intention to Authorize Annexation, Adopting Boundary Map, and Setting the Public Hearing Date for March 15, 2022 (342 S. Fourth Avenue, Covina//Annexation 30)**

#### **Staff Recommendation:**

1. Adopt City **Resolution CC 2022-06**, declaring intention to authorize the annexation of territory to Community Facilities District No. 2007-1 (Public Services); and

2. Adopt City **Resolution CC 2022-07**, adopting boundary map showing territory proposed to be annexed in the future to Community Facilities District No. 2007-1 (Public Services).

Agenda Report - Resolutions CC 2022-06 & 2022-07 342 S. Fourth Avenue - Annexation 30 - Pdf

- CC 4. Adoption of Resolutions CC 2022-08 and 2022-09 Relating to the Annexation of Territory to Community Facilities District No. 2007-1, Declaring Intention to Authorize Annexation, Adopting Boundary Map, and Setting the Public Hearing Date for March 15, 2022 (316 S. Barranca Avenue, Covina//Annexation 31)

**Staff Recommendation:**

1. Adopt City **Resolution CC 2022-08**, declaring intention to authorize the annexation of territory to Community Facilities District No. 2007-1 (Public Services); and
2. Adopt City **Resolution CC 2022-09**, adopting boundary map showing territory proposed to be annexed in the future to Community Facilities District No. 2007-1 (Public Services).

Agenda Report - Resolutions CC 2022-08 & 2022-09 316 S. Barranca Avenue - Annexation 31 - Pdf

- CC 5. Catch Basin Retrofit Project – Award of Contract to United Storm Water, Inc. for an Amount Not-to-Exceed \$177,940.00

**Staff Recommendation:**

1. Approve plans and specifications for the Catch Basin Retrofit Project;
2. Award the contract for the Catch Basin Retrofit Project to United Storm Water, Inc. as the lowest responsive and responsible bidder in an amount not to exceed \$177,940.00 and authorize the City Manager to execute the contract;
3. Authorize an amount of \$17,794 (approximately 10%) as a contingency to cover the cost of unforeseen construction expenses;
4. Adopt **Resolution CC 2022-11** to amend the Fiscal Year 2022-2026 Capital Improvement Program and the Fiscal Year 2021-2022 CIP Budget to reflect an appropriation of \$301,242.75 from the Measure W Fund balance to increase funding for the Catch Basin Retrofit Project and increase the Fiscal Year 2021-2022 Department of Public Works, Measure W Project budget (Account No. 2510-5550-55320) in the amount of \$301,242.75 for expenditures on the Catch Basin Retrofit Project.

Agenda Report - Catch Basin Retrofit Project – United Storm Water Contract - Pdf

- CC 6. Consideration of Resolutions Relating to Covina's General Municipal Election to be Held on June 7, 2022

**Staff Recommendation:**

1. Adopt **Resolution CC 2022-12** calling for and giving notice of the holding of a General Municipal Election to be held on Tuesday, June 7, 2022, for the election of certain officers as required by the provisions of the laws of the State of California relating to General Law Cities and requesting the Registrar of

Voters of the County of Los Angeles to conduct said Election and canvass the results;

2. Adopt **Resolution CC 2022-13** requesting the Board of Supervisors of the County of Los Angeles to consolidate a General Municipal Election to be held on June 7, 2022, with the Statewide Primary Election to be held on the date pursuant to section § 10403 of the Elections Code; and
3. Adopt **Resolution CC 2022-14** adopting regulations for candidates for elective office pertaining to candidates' statements submitted to the voters at an Election to be held on Tuesday, June 7, 2022.

Agenda Report - June 7, 2022 General Municipal Election - Pdf

- CC 7. Resolutions CC 2022-15 and Resolution CC 2022-16, Accepting and Allocating Grant Funds from the California Arts Council for the Covina Center for the Performing Arts, and Approving the Submission of the Project Information Package, and Authorizing the City Manager to Execute the Grant Agreement and all Related Documents, and Designating the City Manager as Agent

**Staff Recommendation:**

1. Adopt **Resolution CC 2022-15**, approving the acceptance of the application for Grant Funds from the California Arts Council for the Covina Center for the Performing Arts, and approving the submission of the Project Information Package, and authorizing the City Manager to execute the grant agreement and all related documents, and designating the City Manager as Agent; and
2. Adopt **Resolution CC 2022-16**, amending the Fiscal Year 2021-2022 Operating Budget to accept \$3,000,000 from the California Arts Council and appropriate the funds to accounts 2230-3800-42190-THETR and 2230-3800-55100-THETR for the purpose of purchasing the Covina Center of the Performing Arts

Agenda Report - Resolutions CC 2022-15 & 16 - Covina Center for the Performing Arts - Pdf

- CC 8. Covina Skate Park Project – Award of Contract for Design Services to Spohn Ranch Skateparks for an Amount of \$61,900

**Staff Recommendation:**

1. Award the Contract for Design Services for the Covina Skate Park Project to Spohn Ranch Skateparks as the responsible bidder in an amount not-to-exceed \$61,900 and authorize the City Manager to execute the Contract; and
2. Establish a contingency allowance of \$4,100 for additional services if needed;
3. Adopt **Resolution CC 2022-17** to amend the Fiscal Year 2021-2022 Capital Improvement Program to reflect an appropriation of \$65,000 from the Measure CC Fund for the design of the Covina Skate Park Project at Wingate Park.

Agenda Report - Covina Skate Park Project - Spohn Ranch Skateparks Contract - Pdf

- CC 9. One Year Extension of Agreement with Professional Account Management LLC

**Staff Recommendation:**

Approve the First Amendment to the agreement with Professional Account Management LLC for a one (1) year extension to provide parking citation processing and collection services; and authorize the City Manager to execute the amendment.

Agenda Report - Professional Account Management LLC First Amendment - Pdf

## **PUBLIC HEARINGS**

### **PH 1. Public Hearing to Consider a Substantial Amendment to the Fiscal Year (FY) 2021-2022 Community Development Block Grant (CDBG) Program Budget**

#### **Staff Recommendation:**

1. Open the public hearing and receive public testimony;
2. Close the public hearing;
3. Adopt **Resolution CC 2022-10**, Authorizing the Termination of Project 602258-20 “Covina Woman’s Club ADA Improvements”, and Authorizing the Allocation of Community Development Block Grant Funds to the FY 21-22 “Residential Rehabilitation Program”, Project D96164-21, and amending the FY 2021-2022 Community Development Budget to reflect these changes; and
4. Authorize the City Manager or his designee to execute documents related to the FY 2021-2022 CDBG funds.

Agenda Report - Substantial Amendment to FY 2021-2022 CDBG Program Budget - Pdf

### **PH 2. Ordinance 22-02 for Zoning Code Amendment (ZCA) 21-004 to Amend the Sign Regulations for Premises in the C-3 Commercial (Central Business) Zone to Permit Monument Signs**

#### **Staff Recommendation:**

Waive full reading, read by title only, and introduce the first reading **Ordinance 22-02**, “An Ordinance of the City Council of City of Covina, California, approving Zoning Code Amendment (ZCA) 21-004, modifying the sign regulations for premises in the C-3 commercial (central business) zone to permit monument signs, and making a determination of exemption under CEQA guidelines section 15061(B)(3).

Agenda Report - PH - Pdf

## **CONTINUED BUSINESS**

### **CB 1. Temporary Outdoor Dining Programs**

#### **Staff Recommendation:**

That the City Council consider the follow recommendations and provide further direction, as necessary:

1. Extend temporary outdoor dining programs and establish a sunset date of March 31, 2022;

2. Authorize staff to develop a pilot City-owned parklet program for public use in Downtown Covina;
3. Consider modifications to the existing monthly Citrus Avenue street closure program.

[Agenda Report - Temporary Outdoor Dining Programs - Pdf](#)

## **NEW BUSINESS**

### **NB 1. Discussion of Proposed Solid Waste Franchise Agreement Amendments Related to State Recycling Mandate (SB 1383)**

#### **Staff Recommendation:**

That City Council provide direction related to proposed franchise agreement amendments to comply with State Mandated Short-Lived Climate Pollutants (SLCP) Senate Bill 1383 - Organic Waste Reduction Law.

[Agenda Report - SB 1383 - Organic Waste Reduction Law - Proposed Franchise Amendments - Pdf](#)

## **ADJOURNMENT**

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, February 15, 2022 at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, February 1, 2022, meeting was posted on January 27, 2022, on the City's website and near the front entrances of: Covina City Hall, 125 East College Street, Covina.

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.